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**Maintenance**

**AIRCRAFT DOCUMENT REVIEW**



**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This instruction implements AFPD 21-1, *Managing Aerospace Equipment Maintenance*. It establishes policy and procedures and assigns responsibility for implementing and maintaining aircraft document reviews for the 926th Fighter Wing (FW). Reference AFRESR 21-101, *Objective Wing Aircraft Maintenance*.

**SUMMARY OF REVISIONS**

Changes Para 1, Para 2.2.2. A (I) indicates revisions from the previous edition.

**1. Responsibilities.** Plans and Scheduling (P&S) is responsible for obtaining appropriate computer generated products (CAMS on-line data, TRIC Code Operational Time Update (OTU) [700].

**2. Procedures:**

2.1. Aircraft Document Reviews are accomplished at least once each 30 days on (1) aircraft at home station and (2) prior to and upon completion of phase inspections or other major programs (i.e., Programmed Depot Maintenance (PDM)).

2.2. Aircraft Document Review (30-Day).

2.2.1. P&S lists those aircraft requiring document reviews in the Weekly Maintenance Plan.

2.2.2. Upon notification of document review, the crew chief retrieves online data (TRIC Code 514, Supply Requisition Inquiry (SRI) and TRIC Code 380, Documented Maintenance (DOM). Crew chief, along with aircraft flight chief, review the DOM, then reviews the SRI with the Materiel Expediter. All discrepancies between aircraft forms and Materiel Expediter are reconciled at this time. The crew chief proceeds to P&S. Verification of CAMS online data and aircraft forms

is accomplished between P&S and crew chief. Once completed the crew chief signs and dates the DOM.

2.2.3. P&S retains the completed SRI and DOM on file, until next update.

2.3. Aircraft document reviews are not accomplished on aircraft away from home station. Upon return to home station and if the last document review is in excess of 14 days, check the document within seven days after return using procedures stated in Paragraph 2 (unless circumstances dictate otherwise).

2.3.1. Pre-Dock/Meetings. Prior to each Pre-Dock meeting, P&S obtains the appropriate CAMS on-line data and discusses entering all known requirements such as work cards, time change items, TCTOs deferred discrepancies and any other items identified in the inspection package.

2.3.2. Phase Inspections. Prior to completion of phase, P&S obtains the appropriate CAMS on-line data. P&S distributes data to inspection supervisor for verification of aircraft records. Any discrepancies requiring parts are resolved with the Materiel Expediter. The inspection supervisor signs and dates the appropriate forms and inspections package for review.

2.3.3. Post-Dock meeting, review all discrepancies not c/w during phase inspection to assure each has its own unique job control numbers if applicable. Review AFTO Form 781 for accuracy and completeness, assuring all open discrepancies are annotated in 781A, 781K and CAMS.

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